

**VILLAGE OF WINNECONNE
PUBLIC WORKS COMMITTEE
7/12/11 Minutes
Board Room Annex – Village Hall**

CALL TO ORDER: Chairman Lyle Zabel called meeting to order at 1:04 p.m. with member Joe Hoenecke present. Also present were Public Works Director Chris Hardy, MSA representative Jeff Montpas, Village Administrator Steve Volkert, property owner Mrs. Bob Peters, 811 N 7th Street.

PUBLIC PARTICIPATION: Mrs. Peters present, 811 N 7th Street, to discuss concerns regarding placement of driveway cut as a result of the “Tree Streets project” and their dissatisfaction. Committee instructed Mr. Hardy to meet with Mr. Peters and try to find an amicable resolution to the issue. In event, satisfactory resolution cannot be found, issue to be re-visited at next meeting.

OLD BUSINESS:

Update WWTP Upgrades project.

WWTP Upgrades project

- Jeff Montpas, MSA presented monthly project update.
- Staab starting construction on CP#1.
- Sludge building work has begun.
- Change orders 7 and 8 being approved for undercut, curb and the Johnson Building.
- Staab pay request #12 \$124,964.55 and MSA invoice #20 \$18,082.86. To date: 86% (\$4.26 million) of funds spent on this project. Contingency remaining of about \$42,000 plus miscellaneous allowances of \$29,000 +/- (this incorporates the Johnson Bldg change order into project costs but not the Johnson Building engineering costs).
- Mr. Volkert suggested the department hold an “Open House” to commemorate project completion; since a groundbreaking was not held.

Hoenecke motioned, Zabel 2nd to move into closed session in accordance with State Statute 19.85(1)(c) Employee Interviews to meet with applicants for DPW laborer position. Motion carried 2 in favor, 0 opposed. Closed meeting at 1:55 p.m. Meeting resumed open session at 3:05 p.m.

Tree Streets resolved quantities of construction and settled change orders for extras.

- Parker working on project close-out.
- Department presented a revised property assessment spreadsheet based on as-built conditions. Initial assessment excluded 8 parcels and was short on quantity estimates for all items. Two options exist; maintain initial assessment or accept revised assessment. Discussion ensued regarding proper approach in fairness to residents of Village. Mr. Hoenecke motioned, Zabel 2nd to schedule a Final Assessment hearing in order to rescind the original assessment and adopt final assessment based on as-built conditions, as presented by the department. Motion carried 2 in favor, 0 opposed.

Grant Street Trail Achterberg easement in place. DPW provided 2 alternative typical trail cross-sections and discussed options as well as rough lay-out. Project still anticipated to be on budget for approximately \$56,000. Department working on plans, specifications and permits with anticipated August completion of documents.

DOT STH116 Main Street Planning next DOT meeting regarding Main Street re-work (exclusive of bridge replacement) will be October 18, 10 a.m. at Village Hall. Department is letting sewer televising bid for planning assistance in relation to this project. Bids due July 14th, project to be funded from WWTP operating budget (\$3,400 budgetted plus \$10,000 which is not committed in manhole line item of budget).

Operations Report

Complaints: DPW 5 (4 Tree Streets, 1 brush dumped), Water 0, Sewer 0.

- a. WWTP: coliform exceedance reported without violation from WDNR, cleaned sewers around town, cleaning Johnson Building, scrap removal. Budget to date (2nd quarter) presented and department is at 35% of budget for year.
- b. Water: MCO flushed mains. Uni-directional flushed northeast quadrant due to color complaints. Large amount of debris from 6th Avenue and 1st Avenue manholes. Well #2 pump test results show 218 ppb manganese in aquifer, EPA guidance is to not drink above 300 ppb (hand-out provided). Budget to date (2nd quarter) presented and department is at 30% of budget for year.
- c. Street Crew: WWTP scrap, Riverview curb replacements, Tree Streets shouldering, mowing, maintenance, river wall repairs at N 1st boat landing. Budget to date (2nd quarter) presented and department is at 43% of budget for year.

NEW BUSINESS:

Wastewater Utility Planning: information provided. WWTP roof will be inspected at completion of Staab work and sewer main work will be incorporated into the street evaluation being put in place.

Water Utility Planning: department continuing to move forward, issue will be tabled for few months as dollar values are assigned and priorities are reviewed.

Street and Storm planning: DPW continues to work toward compilation and summary of Village data. Department stated this information may not be available until end of year.

Grounds Policy: Board President requested committee formalize policy procedures for making decisions regarding grounds maintenance. Committee instructed Hardy to review new ordinances and provide information regarding proposed changes, etc. Committee to start process with this review.

2012 WDNR Urban Forestry Grant: department proposing to apply to WDNR for up to \$15,000 grant request to remove trees and maintain forest located on the island at Lake Winneconne Park. Committee suggested, proceed with intent to apply notice to WDNR.

Employee Replacement

Motion by Hoenecke, 2nd Zabel to offer DPW laborer position to Andrew Kintopf per union contract and pending successful passing of drug screen and physical with start date after September 1, 2011. Motion carried 2 in favor, 0 opposed.

Next regular meeting for Tuesday, August 9, 2011 at 6:30 p.m. at WWTP, 300 Washington Street.

Adjournment: Motion made by Hoenecke, 2nd by Zabel to adjourn the meeting at 4:25 pm, unanimous.

Chris Hardy, Director of Public Works